

**F. No FS-13/7/2020-FS-Part(1)**

Government of India  
Ministry of Communications  
Department of Posts  
(Financial Services Division)

Dak Bhawan, New Delhi -110001

Dated: 05.04.2023

To

**All Head of Circles/Regions**

**Subject: Regarding promotion of NEFT/RTGS facility for fund transfer from Bank account to PPF/SSA and PO Savings Account.**

Sir/Madam,

This has reference to SB Order No. 08/2022 dated 17-05-2022 in which NEFT/RTGS facilities have been introduced for POSB account holders. By availing these facilities Bank Account holders can transfer fund between Bank Account to PO Savings Account and vice versa. Further, Account holders can also transfer fund from Bank account to Public Provident Fund (PPF) and Sukanya Samriddhi Account (SSA) by using NEFT facility.

2. It has been observed that general awareness of these facilities amongst staff and account holders is not adequate. Therefore competent authority has decided to circulate the process for fund transfer from Bank Account to PO Savings Account/PPF/SSA by using NEFT/RTGS facilities.

3. **(A) General** : - Account holders are advised to be aware with the following points before initiating fund transfer to PPF/SSA:-

- (i) PPF/SSA account should not have any pending previous years defaulted subscription. If the account has pending previous year subscription pending default is to be deposit through any nearest CBS post office.
- (ii) If PPF account has matured, submit Account extension form alongwith passbook at post office concerned within one year from the date of maturity.
- (iii) Fund transfer in PPF/SSA should be in multiple of ₹ 50/-
- (iv) Fund transfer in PPF/SSA should be maximum of ₹ 1.50 lakh in a financial year.
- (v) In case any NEFT Transaction fails due to technical reasons, the amount will be reversed in the bank account concerned in one working day.

**(B) The procedure for fund transfer from Bank Account to PO Savings Account or PPF account or SSA Quick Transfer (without adding beneficiary) is mentioned below:**

- Login into netbanking of bank account.
- Go to Payment/Transfer Tab
- Select Quick Transfer (without beneficiary)
- Enter beneficiary name
- Enter beneficiary PPF or SSA or PO Savings Account no, Re-enter beneficiary PPF or SSA or PO Savings account No.
- Select payment option "Inter Bank Transfer"
- Enter IFSC Code **IPOS0000DOP**
- Select Transaction mode "NEFT"
- Enter amount to be transferred

- Select purpose 'Deposit/Investment'
- Accept terms and conditions.
- Click on Submit
- Click on Confirm
- Enter OTP and click on Confirm
- Click on Print , if required
- Log out
- SMS will be received for debit and credit.

**(C). Fund Transfer by adding beneficiary:**

- Login into netbanking of bank account.
- Go to Payment/Transfer Tab
- Select Add and Manage Beneficiary
- Select Other Bank Beneficiary
- Enter beneficiary name
- Enter beneficiary PPF or SSA or PO Savings Account no, Re-enter beneficiary PPF or SSA or PO Savings account No.
- Select IFSC and Enter IFSC Code **IPOS0000DOP**
- Accept terms and conditions.
- Click on Submit
- Click on Confirm
- Enter OTP and click on Confirm

After successful adding beneficiary, proceed with fund transfer

- Go to Payment/Transfer Tab
- Select Other Bank Transfer
- Enter beneficiary name
- Select NEFT/RTGS for Savings Account and NEFT for PPF/SSA Account
- Click on proceed
- Select purpose 'Deposit/Investment'
- Select the beneficiary
- Accept terms and conditions.
- Click on Submit
- Click on Confirm
- Enter OTP and click on Confirm
- Click on Print , if required
- Log out
- SMS will be received for debit and credit.

4. It is requested to circulate it to all concerned for information, guidance and necessary action to promote this facility to account holders. Same may also be placed on the notice board of all Post Offices in public area.

5. This is issued with the approval of the Competent Authority.

Yours Faithfully

*Devendra Sharma*  
05/10/2023  
(Devendra Sharma)

Assistant Director (SB-II)

Copy to:

1. Sr. PPS to Secretary (Posts)
2. PS to Director General Postal Services.
3. PPS/ PS to Addl. DG (Co-ordination)/Member (Banking)/ Member (O)/ Member (P)/ Member (Planning & HRD)/ Member (PLI)/ Member (Tech)/AS & FA
4. Addl. Director General, APS, New Delhi
5. Chief General Manager, BD Directorate / Parcel Directorate / PLI Directorate
6. Sr. Deputy Director General (Vigilance) & CVO) / Sr. Deputy Director General (PAF)
7. Director, RAKNPA / GM, CEPT / Directors of all PTCs
8. Director General P & T (Audit), Civil Lines, New Delhi
9. Secretary, Postal Services Board/ All Deputy Directors General
10. All General Managers (Finance) / Directors Postal Accounts / DDAP
11. Chief Engineer (Civil), Postal Directorate
12. All Sections of Postal Directorate
13. All recognized Federations / Unions/ Associations
14. GM, CEPT for uploading the order on the India Post website.
15. MOF(DEA), NS-II, North Block, New Delhi.
16. Joint Director & HOD, ICCW Building, 4 Deendayal Upadhyay Marg, New Delhi-11000

  
05/04/2023.  
**(Devendra Sharma)**  
Assistant Director (SB-II)